

## 9 CHAPTER: VIEW EXTERNAL OFFSET PAYMENT INFORMATION

IRMS maintains comprehensive information about payments made to your setoff agency

- External Offset Payments Summary
- External Offsets Payment Detail

You can only access the External Offset Payment Detail window from the External Offset Payments Summary window.



**Note:** This information is view only, and is updated daily by IRMS.

### External Offset Payments Summary Window

The illustration below is the External Offset Payment Summary window.

Payment Date	Voucher Number	Number of Items	Amount Finalized	Administrative Cost	Amount of Payment
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### External Offset Payments Summary Fields

The table below lists the fields in the External Offset Payment Summary window and provides a brief description of each.

Field	Field Type	Description
Agency Number	Required	The number of the agency for which the information is requested.
Processing Year	Required	The year for which the information is requested.
Payment Date	System Generated	The date the payment was made to the agency.
Voucher Number	System Generated	The number of the voucher sent to the agency.
Number of Items.	System Generated	There may be multiple claims paid in one voucher.
Amount Finalized	System Generated	The amount to be applied to the claim.
Administrative Cost	System Generated	The amount of any processing or other fees. This is only applicable for localities.
Amount of Payment	System Generated	The Amount Finalized minus any Administrative costs.

### External Offset Payment Detail Window

The illustration below is the External Offsets Payment Detail window:

**External Offsets Payment Detail**

**Voucher Number:** 16142003      **Payment Date:** 05/01/2004

<b>TIN Number</b>	2300495318	<b>Claim Name</b>	JAMES PACKETT
<b>Claim Number</b>	486	<b>Agency Name</b>	Tidewater Community College, Commonwealth of Virginia
<b>Agency Number</b>	251133000	<b>Amount Taken</b>	\$494.82
<b>Date Finalized</b>	04/03/2004	<b>Admin Cost</b>	\$19.79
		<b>Payment Amount</b>	\$475.03
<b>TIN Number</b>	2239045368	<b>Claim Name</b>	SUSAN TUCKER
<b>Claim Number</b>	488	<b>Agency Name</b>	Tidewater Community College, Commonwealth of Virginia
<b>Agency Number</b>	251133000	<b>Amount Taken</b>	\$14.80
<b>Date Finalized</b>	04/03/2004	<b>Admin Cost</b>	\$0.59
		<b>Payment Amount</b>	\$14.21

Close

### External Offset Payment Detail Fields

The table below lists the fields in the External Offset Payment Detail window and provides a brief description of each.

Field	Field Type	Description
Tin Number	System Generated	Debtor's external ID - SSN or FEIN.
Claim Name	System Generated	The name of the Debtor identified by the SSN or FEIN.
Claim Number	System Generated	Number assigned by Tax.
Agency Name	System Generated	Name of Agency receiving the payment.
Agency Number	System Generated	Unique number assigned to the agency.
Amount Taken	System Generated	Finalized Amount
Date Finalized	System Generated	Date resources were applied to the claim.





The External Offsets Payment Detail window opens.

